

California State Library

2007/08 Out-Of-School Online Homework Help Program Conditions

1. Although the State Library would ideally like to see every child in California have access to after-school homework assistance, the limited amount of funding available restricts the number of libraries that are able to participate in this program. Therefore, continued support of this program is dependent on proof of use.
2. Access to Live Homework Help, which targets students, grades 4-12 and introductory college, is available in English, Monday - Sunday, 1 p.m. - 10 p.m., and in Spanish, Sunday – Thursday, 1 p.m. – 7 p.m. Access to Brainfuse, which targets students, grades 3-12, is available in English and Spanish, 1 p.m. – 10 p.m., seven days a week.
3. For new participants, the State Library will support *both in-library access and remote access* to online homework assistance. The State Library reserves the right to determine which vendor will provide service to each new participating library.
4. To access Live Homework Help, the following technical specifications are required:

Windows 2000 or Windows XP
Internet Explorer 6.0 or better
Macromedia Flash 8.0 browser plug-in
PC with 300 megahertz or higher processor clock speed recommended
Intel Pentium/Celeron family or compatible processor recommended
128 megabytes minimum of RAM, 256 megabytes recommended
Super VGA (800 x 600) or higher-resolution video adapter and monitor
Internet connection – minimum speed of 56K

Live Homework Help is currently not compatible with Macintosh computers.

5. To access Brainfuse, the following technical specifications are required:

Windows users:

- * Windows 95, 98, NT, 2000, or XP
- * Pentium 90 processor or above
- * 40 megabytes (MB) of RAM, with virtual memory on and set to at least 44MB.
- * At least 13MB of free disk space
- * Active Internet connection

Mac users:

- * Macintosh computer with a PowerPC processor
- * Mac OS 8.1 or later
- * 40 megabytes (MB) of RAM, with virtual memory on and set to at least 44 MB.
- * At least 13 MB of free disk space
- * Using Java applets over the Internet requires an active Internet connection

6. Participating libraries must provide a method for authenticating remote access to the online homework assistance service. This may be accomplished in a number of ways, including asking patrons to enter their library card number or PIN.

7. The State Library will support 100% of the cost of full access to either Live Homework Help or Brainfuse during the first year of participation. However, participating libraries will be expected to pay at least part of the cost in subsequent years as follows:

25% of cost (year 2)

50% of cost (year 3)

100% of cost (year 4)

As always, these figures may change depending upon the availability of LSTA funds.

8. Participating libraries will be required to send at least two staff members to a training session conducted by the online tutoring vendor. Training sessions will be scheduled during summer 2007.

9. Participating libraries will be required to promote the program in schools and throughout the local community several times before and during the school year. The online tutoring vendor will provide promotional materials as appropriate.

10. Participating libraries will be required to submit a six-month progress report as well as a year-end report to the State Library.

11. Participating libraries will not be paid for indirect costs incurred in administering the program. If a participating library is able to contract directly with the online tutoring vendor, the State Library will grant funds to provide the service directly to that library. If a participating library is not able to contract directly with the vendor, funding for the service will be handled through the Metropolitan Cooperative Library System.

12. To participate in the program, libraries must show substantial community need. The application form is attached. To apply, please sign and return one original and five copies of the application by **5 P.M., FRIDAY, MAY 11, 2006**. Fax copies are not acceptable. Provide an original signature on the first copy of the application. The person authorized to apply for federal funds on behalf of the applicant jurisdiction should sign and date the application. This may be the library director or someone else, such as a contracts/grants officer, depending on local rules. Application authors below the rank of director must secure approval for an application from their library administration.

13. The libraries selected to participate in the program will be announced by June 15, 2007. Applications will be evaluated as follows:

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| Evidence of community need and potential benefits | (30 points) |
| Evidence of well-used electronic-access library programs | (20 points) |
| Evidence of an aggressive marketing plan to promote the program | (25 points) |
| Evidence of a feasible plan to continue the program | (20 points) |
| Willingness to share program cost during the first year | (5 points) |